

## *Kaye Cockrum Receives NAASLN 2005 Distinguished Service Award*

Being the "New Kid" on the block in the arena of Adult Education was cause to begin November 12 – 15, 2005. Six of the PowerPath Coaches attended the National Association for Adults with Special Learning Needs National Conference at the Grand Hyatt in downtown Denver Colorado. The Conference theme was "Positioning Your Program to Expand Resources Through Quality Services to Persons with Special Learning Needs." The keynote speaker was Dale Brown of Washington, DC. The Coaches attended sessions with well-known speakers, such as Helen Irlen, the founder of Scotopic Sensitivity, and Dr. Richard Cooper of the Center for Alternative Learning. It was an information packed conference enjoyed by the Missouri Coaches: Kaye Cockrum, Annell Wayman, Harva Kennedy, Andrea Mall, Pat Ludy, and Sharon Shoemaker.

The 2005 NAASLN Distinguished Service Awards were given to several very special individuals and organizations whose "products" focus on adult literacy, success in the workplace, life long learning and, therefore, very directly and positively impact adults with special learning needs who

are struggling to achieve success and satisfaction in their lives. The individuals who received the 2005 Distinguished Service Award were Kaye Cockrum, Houston AEL of Houston, Missouri and Fran Holthaus, Upper Valley JVS of Piqua, Ohio.



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Kaye Cockrum's demonstrated mission is to find the best way to help students become independent learners and succeed in their goals. She has organized her time, her program, her teacher's expectations, her student's expectations, and even her filing system, to fulfill this mission.

Kaye has worked to make available every opportunity for both her students and teachers to succeed. She has expanded her program through additional locations for classes and has developed several new learning

**NAASLN,**

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# From the *State AEL Office*

## Missouri Adults Stand Out on New National Assessment of Literacy

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Missouri adults score significantly higher than adults in the rest of the country on nearly every measure of literacy included in a wide-ranging national study released today. The study is the first in more than a decade to evaluate the skills and functional knowledge of American adults, ages 16 to 65 and over, who are not in school.

The National Assessment of Adult Literacy (NAAL) was released today by the National Center for Education Statistics (NCES), a part of the U.S. Department of Education. At the same time, state education officials announced the findings of a parallel study that focused only on Missouri.

Missouri is one of only six states that took part in a state-level study in conjunction with the national assessment project. About 1,000 Missouri adults were interviewed during 2003 and early 2004. The study was conducted for the Department of Elementary and Secondary Education (DESE). Highlights of the findings include:

- The average literacy level of Missouri adults was significantly higher than the national average in all three areas measured. The portion of Missouri adults who ranked in the lowest skill

category ("below basic") also was significantly lower than the national average.

- The average literacy level of African-American adults in Missouri was significantly higher than the national average.
- The average literacy level of women in Missouri was significantly higher than the national average.

"This is an encouraging and highly favorable report for Missouri," said Nancy Headrick, assistant commissioner of DESE's division of career education.

"Adult literacy is an important issue for our state," she added. "If our adult citizens are more literate than those in other parts of the country, it means Missouri is more competitive. It means Missourians are better prepared to learn new skills and adapt to changing workforce demands. It means parents are more likely to be able to teach important knowledge and skills to their own children."

The study also will help state education officials evaluate trends and the need for adult education services in different parts of the state, Headrick said.

Currently, more than 30,000 Missourians are served each year through locally operated Adult Education and Literacy (AEL)

Programs that are supported with state and federal funds administered by the Department. AEL classes conducted by local school districts, community colleges and community-based organizations provide instruction in basic skills for adults who lack a high school diploma or do not speak English.

Adult education and literacy classes also help Missourians who are not in school prepare to take the high school equivalency (GED) exam, through the testing program administered by the state education department. About 8,000 Missourians earn their high school equivalency certificate each year by taking the GED exam.

### Measuring Literacy

The national and state literacy study measured adults' skills in three areas: "prose," "document" and "quantitative" literacy. Prose literacy involves working with continuous written material such as news articles. "Document literacy" evaluates how adults use

### Literacy,

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# Email Information

During the past decade, most of us have been introduced to email (electronic mail). We use it for personal and business uses. For some the change was easy and for others it has been challenging. The following are suggestions that should help with your email trek.

## Too Much Punctuation!!!

Don't get caught up in grammar and punctuation, especially excessive punctuation. You'll see lots of e-mail messages where people put a dozen exclamation points at the end of a sentence for added emphasis. Exclamation points (called "bangs" in computer circles) are just another form of

*"If something is important it should be reflected in your text, not in your punctuation"*

ending a sentence. If something is important it should be reflected in your text, not in your punctuation.

## Abbreviations

Abbreviation usage is quite rampant with e-mail. In the quest to save keystrokes, users have traded clarity for confusion (unless you understand the abbreviations). Some of the more common abbreviations are listed in the table be-

low. I would recommend that you use abbreviations that are already common to the English language, such as 'FYI' and 'BTW'. Beyond that, you run the risk of confusing your recipient.

## A Blessing and A Curse

E-mail is a conversation that does not require an immediate response (like a telephone). If someone calls you on the telephone, you pick it up (unless you have an answering machine or voice mail) and the conversation begins. This is an interactive conversation.

With e-mail you send a message and then wait for a response. The response may come in five minutes or the response may come in five days. Either way it's not an interactive conversation.

If a hundred people send you e-mail in one day, so what? You didn't have to talk with all one hundred. Just think of all the hellos, good-byes and other chit-chat you avoided. With e-mail you only deal with their messages (which usually omit hellos, good-byes and such) and you deal with them on your own time. That's the blessing.

## Now for the Curse

Too many users assume that the minute someone receives an e-mail, they will read it. Bad

## Email,

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## TOTALLY

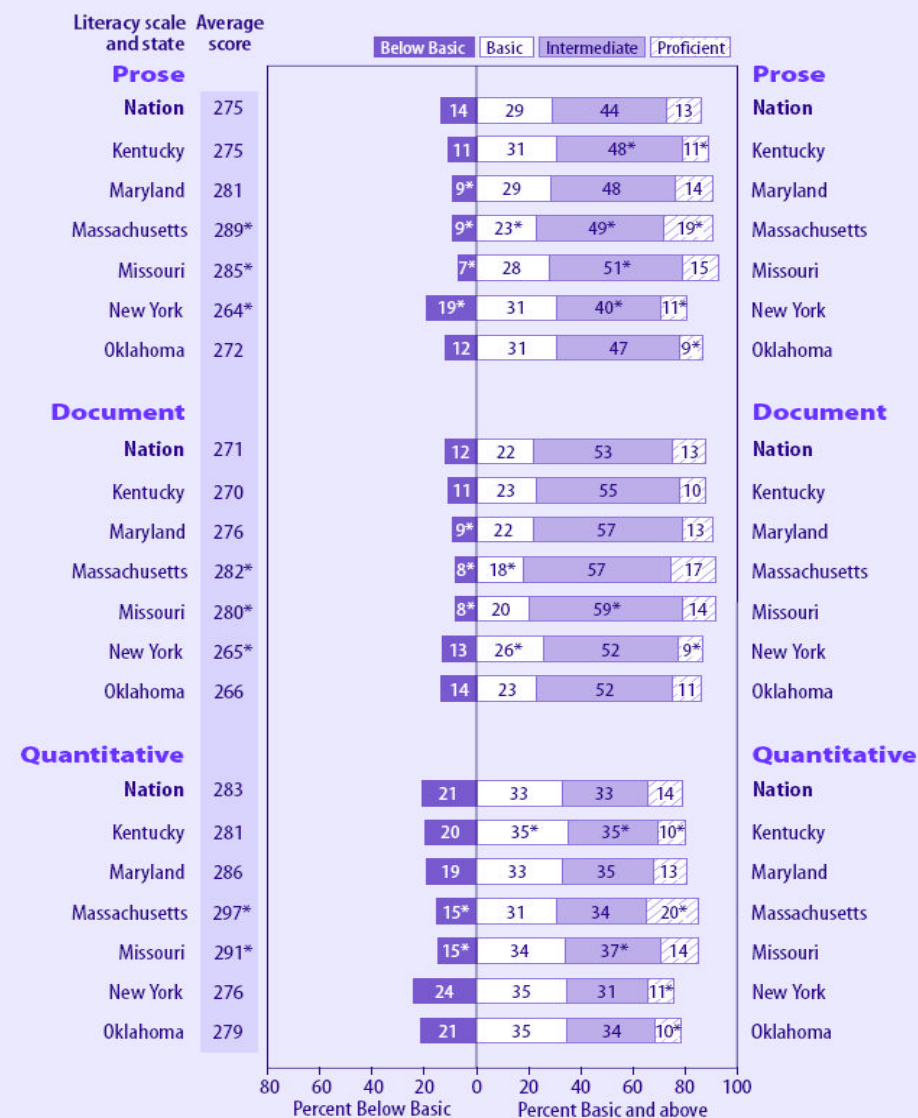
## E C H N O L O

News and notes from the  
Missouri AEL Professional  
Development Center,  
operated by North Central  
Mo. College, Trenton.  
Technology Coordinator:  
Jamy Preul  
Director:  
John Stains

This	Means This
BCNU	be seeing you
BTW	by the way
FWIW	for what it's worth
FYI	for your information
IMHO	in my humble opinion
OBO	or best offer
ROTFL	rolling on the floor laughing
RTFM	read the funny manual
TNSTAAFL	there's no such thing as a free lunch
TTFN	ta ta for now
TTYL	talk to you later

# Missouri's Ranking in National Literacy Assessment

Average scores and percentage in performance levels, by state and the nation: 2003



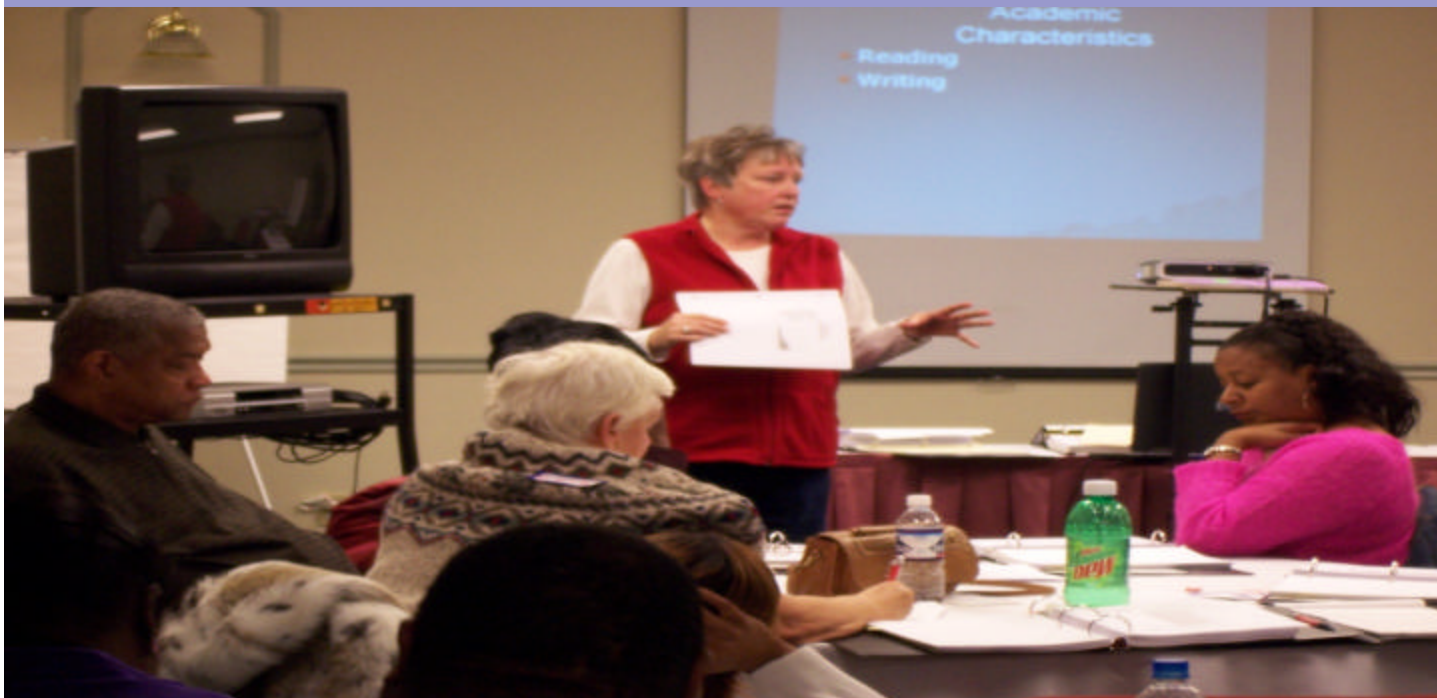
\* Significantly different from the nation.

Note: Percentages may not add to 100 because of rounding. The state assessment sampled adults living in households and the national assessment sampled adults living in households or prisons. To allow appropriate comparisons between the states and the nation, the national estimates in this table are based only on the national household sample. Thus, the national estimates in this table are slightly different from the national estimates presented in the national reports, which include both the household and prison samples.

Source: 2003 State Assessment of Adult Literacy and 2003 National Assessment of Adult Literacy.



## December PCW Workshop



Sallee Webb, PDC presenter (operated by North Central Missouri College) and a teacher at Ozark Technical College's AEL discussing small group instruction in the AEL classroom at the recent PCW workshop in Columbia.



Jamy Preul, PDC Coordinator (operated by North Central Missouri College) talking about literacy at the recent PCW workshop.

*Photos submitted by John Stains, Director, MO AEL Professional Development Center*

## Email

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assumption. If you schedule a meeting for an hour from now and send an e-mail to each attendee, the chance that all the attendee's will read that message within the hour will be pretty small. On the other hand, if you schedule the meeting for the next day, the chance that they will read the message will be pretty high. Remember, e-mail is not designed for immediacy (that's why you have a telephone), it's designed for convenience.

Some (not all) e-mail systems have features that try to combat this problem. These features (usually called "notification") will notify you when a person has received your e-mail and may also notify you when the person has read it (really all it can do is assume you that the person has looked at the first screen of the message -- it has no way to know if the person has read the message word for word). You could check to see who has checked their e-mail before the meeting and then telephone those who have not read it.

### MAELPDC Pre-Certification Workshops (Formerly BTW)

- February 4-5
- March 25-26
- May 20-21

## New AEL Supervisor

Theresa Noellsch has been selected as the new supervisor in the Adult Education and Literacy (AEL) section at the Department of Elementary & Secondary Education. She replaces Linda Hayes, who resigned in October.

Noellsch will begin her duties on January 3, 2006. She is currently employed as AEL director with the Della Lamb AEL Program in Kansas City.

### Literacy,

(cont. from page 2)

materials such as bus schedules or labels on medicine bottles. "Quantitative" literacy measures how well adults handle tasks such as balancing a checkbook or comparing the cost-per-ounce on food price tags.

In prose literacy, example, 51% of Missouri adults scored at the "intermediate" level, which means a person can perform moderately challenging literacy tasks. This figure is significantly higher than the national average of 44%.

In addition, only 7% of Missouri adults scored at the lowest level (below basic) on prose literacy. This is half the national rate.

Complete information about the NAAL and the Missouri's State Assessment of Adult Literacy is available at <http://necs.ed.gov/naal>.

## NAASLN

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opportunities for the students, which, as a team, her instructors have kept going without fail. Kaye has also worked with the Missouri State office to develop a document that guides programs and educators in working with students with special learning needs.

As one of her instructors says proudly, "She is a wonderful supervisor and I could not ask for a better mentor or friend."

*Submitted by Kaye Cockrum*

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